

## **Sexual Harassment**

Within the federal government, a manager/supervisor who uses implicit or explicit coercive sexual behavior to control, influence, or affect the career, salary, or job of an employee is engaging in sexual harassment. Similarly, an employee of an agency who behaves in this manner in the process of conducting agency business is engaging in sexual harassment. Finally, any employee/coworker who participates in the above unwelcome conduct, in ways which interfere with work productivity or create a hostile environment also is engaging in sexual harassment.

When an employee has experienced what he or she considered to be sexual harassment, the employee being harassed should tell the harasser that the behavior is objectionable and unwelcome, and should report the sexual harassment to his/her supervisor, the harasser's supervisor, or anyone else in the chain of command. An employee who observes sexual harassment or has reason to know of such harassment, also should report the harassment.

Agency managers/supervisors have an affirmative obligation to act upon being informed of alleged sexual harassment, either directly or indirectly (e.g. upon observing the situation or hearing about it from another employee), even where the employee being harassed does not urge action against the harasser.

An employee who believes he or she has been sexually harassed may file a discrimination complaint under the agency EEO procedure or file a grievance under either the Negotiated Grievance Procedure or the Agency Grievance Procedure. He or she may also report the alleged sexual harassment to the agency Inspector General or file a complaint with the Office of Special Counsel.